

ARMY NATIONAL GUARD TECHNICIAN ANNOUNCEMENT NON-BARGAINING UNIT



**HUMAN RESOURCES
OFFICE**
**Washington National
Guard**
Building 33, Camp Murray
Tacoma, WA 98430-5130

Announcement number
07-125-ARNG
(Cancellation of 07-100-ARNG)

Opening Date
25 June 2007

Position Title, Series & Grade
Financial Manager, GS-0505-13

PD Number:
70370C00

**APPLICATIONS WILL BE ACCEPTED UNTIL 4:30
ON:**

16 July 2007

SEE NOTE

Location of Position:

USPFO-RM
Camp Murray, WA

Baseline physical

☐ Is required within 30 days of employment per OSHA
regulation and NGB*

☒ Is not required

*This physical will be used to determine fitness and eligibility
for continued employment

Salary Range:

\$79,390 PA to \$103,211 PA

Website address:

www.washingtonguard.com/HRO.htm

APPOINTMENT FACTORS

Area of Consideration

☐ **Area A – Nationwide Excepted:**

Anyone eligible for immediate enlistment and/or
commissioning in the Washington Army and/or
Air National Guard.

☒ **Area B – In-state Excepted:** All
participating members of the Washington Army
and/or Air National Guard.

☒ **Area C – In-service Excepted:** All
presently employed permanent excepted
technicians, indefinite excepted technicians, and
AGR members with excepted technician
reemployment rights to the Washington Army
National Guard.

☐ **Area D – In-service Competitive:** All
presently employed permanent competitive
technicians of the Washington Army National
Guard.

CURRENT BARGAINING UNIT STATUS

☐ **Bargaining Unit**

☒ **Non-Bargaining Unit**

Appointment Factors:

☒ **Officer** ☐ Enlisted

☐ Warrant Officer

☒ **Permanent** ☐ Indefinite*

*This is an obligated position (current occupant is on a Military Tour). If an individual employed in the excepted civil service accepts this position, he/she will receive an indefinite appointment. If a Reduction-In-Force occurs and/or the military tour member reclaims this position, the indefinite appointee will have no reemployment rights to his/her former position or any other position. If the military tour member, having reemployment rights to this position, does not exercise his/her rights within 5 years, and funding level and employee manning levels permit, incumbent may be converted to permanent technician status without further competition.

Military Assignment & Grade Requirements	
AOC: 44 Applicants need not be assigned to the position or possess the MOS to apply or be considered for selection. Selected applicant must be assigned to a compatible Military position and attain MOS within 1 year of appointment action.	Military Grade Available: CPT thru LTC Please note: Grade Inversion <u>will not be permitted</u> TPR 300 (302.7, change 8 para c)
Permanent Change of Station	
<input checked="" type="checkbox"/> PCS expenses are not authorized <input type="checkbox"/> PCS expenses are authorized <input type="checkbox"/> PCS expenses may not be authorized, however a waiver may be considered if determination is made that payment of PCS expenses would be in the best interest of the Washington National Guard.	
Minimum Requirements for Consideration	
General Experience: Experience, education, or training which provided the applicant with a demonstrated ability to recognize causes of and analyze problems and recommend practical solutions; to deal satisfactorily with others and to negotiate with operating personnel.	
Specialized Experience: Must have 36 months of specialized experience which demonstrates possession of knowledge, skills, and abilities (KSAs) and personal characteristics that are necessary to the successful performance in this position.	
Other Requirements: All Soldiers, civilian employees and contractor employees who drive Army-owned or leased vehicles must complete the Army Avoidance Course (AAC) training when they start working for the Army. Must have or be able to acquire a Secret Security Clearance.	
The following Selective Placement Factors (SPFs) will be considered in the evaluation process	
Element I – Ability to apply high level of sound, independent judgment in the solution of financial problems and in the administration of a financial management program.	
Element II – Knowledge of and ability to utilize principles, methods, techniques, and systems of financial management.	
Element III – Ability to develop, apply, and adjust financial plans and policies to attain mission objectives.	
Element IV – Knowledge of accounting, budgeting, financial management reporting, auditing, computer systems, management analysis and ability to provide management with financial advice.	
Element V – Ability to make oral and written presentations in clear and concise manner.	
Element VI – Ability to establish and maintain effective working relationships with all levels of management officials.	
Employment Conditions	
1. Technicians are paid through direct deposit/electronic funds transfer. 2. Males born after December 31, 1959, must be registered with the Selective Service Systems to be employed by the Federal Government. 3. <u>Military Technicians are ineligible for enlistment, retention, and student loan repayment bonuses. Acceptance of a Technician position will terminate these incentives.</u> 4. Military Technicians in the excepted service will wear the appropriate uniform while performing as a Technician. 5. Veteran's preference does not apply to National Guard Technician positions in accordance with Title 32 USC 709 (f)	
Only the work Experience and Qualifications/Education you show on the OF612, Resume or SF 171 and SPFs can be used to evaluate your qualifications for this position. Carefully read and comply with instructions contained on the required forms.	

SUMMARY OF DUTIES

This position is located in the Army Comptroller Division in the US Property and Fiscal Office (USPFO). Directs financial management policy in support of the ARNG military organizations and units. As Chief, Financial Officer maintains statutory responsibility for the proper obligation, accounting, disbursement, and administrative control of all federal funds allocated to the state. Serves as the principle financial advisor and the technical expert to the state Adjutant General (AG), USPFO, Senior staff management, major subordinate commands, and the Program Budget Advisory Council (PBAC). Provides advisory services through briefings, conferences, advisory committee meetings, etc, on a regular basis. Determines the significant impact of projected DoD, DA, NGB and other government programs affecting the state ARNG's fiscal policies. Serves as the certification officer for all ARNG disbursements and is pecuniary liable for these disbursements. Develops, coordinates and organizes an integrated system of financial services, including budgeting, accounting, financial analysis, operational review, accounts payable, military pay, civilian pay, travel, government travel card program, and financial management reporting. Writes, implements and maintains an effective system of financial management controls for the state ARNG. Ensures accurate accountability for Federal funds and provides full disclosure of financial actions in compliance with statutory requirements, regulations, directives, procedures, national and local policies. Plans and assigns work to be accomplished by subordinates engaged in professional or other two-grade interval work. Sets priorities and prepares schedules for work completion. Makes assignments based on priorities and prepares schedules for work completion. Performs other duties as assigned.

HOW TO APPLY

1. Individuals who meet both the General and Specialized experience requirements may apply by submitting the following forms:

- MIL Form 175 "Application for Technician Vacancy"
- One of the following: (a) OF 612 "Application for Federal Employment" (b) Personal Resume, with original signature or (c) SF 171 "Personal Qualification Statement". Whatever form is used, please only list experience related to the position you are applying for. IT IS CRITICAL THAT YOU LIST DATES (MM/YY) OF YOUR EXPERIENCE.
- MIL Form 174 "Chronological Listing of Military Service"
- OF 306 "Declaration for Federal Employment"
- SF 181 "Race and National Origin Identification" (this form is voluntary)
- Response to Selective Placement Factors (SPFs). Response to the SPFs is critical to the evaluative process.
- Crediting National Guard Experience: National Guard service may be credited as full-time experience when evaluated against the qualification requirements for a military technician position. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND DUTIES MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. The level of experience will be determined by the actual duties and responsibilities performed.

(Please note: Complete and accurate data is essential to ensure fair evaluation of candidates. It is the applicant's responsibility to ensure the data is provided, accurate, and complete. Only the experience and qualifications you show on the OF 612, Resume, or SF 171 can be used to evaluate your qualifications for this position).

**To obtain forms online go to: www.washingtonguard.com/HRO.htm

NOTE: Each applicant is responsible for insuring their applications arrive at the Human Resources Office at Camp Murray No Later Than 4:30pm on the closing date, unless submitting forms to the Remote Designee at 141 ARW which will be No Later Than 3:30pm.

Submit forms to: HRO Attn: Staffing Section
Building 33, Camp Murray
Tacoma, WA 98430-5130

2. **INCOMPLETE APPLICATIONS or those received after the closing date WILL NOT BE CONSIDERED AND WILL BE RETURNED.**

3. College Transcripts MUST be submitted for professional positions or when substituting education for experience.
4. Applications will not be returned. Please make a copy of your application prior to submitting it to HRO.
5. EQUAL OPPORTUNITY: This position will be filled without regard to race, color, religion, age, gender, or any other non-merit factor consideration, selection, and placement of applications will be in accordance with Washington National Guard Placement & Merit Promotion Plan, WAARNG Regulation 690-4/WAANG Instruction 36-1010.

For additional information: HRO STAFFING SECTION
Phone (253) 512-8363
DSN 323-8363